

STATE OF HAWAII

11 JAN 19 P1:59

NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103F, HRS

STATE PROCUREMENT OFFICE

STATE OF HAWAII Chief Procurement Officer

From: Dept. of Health/Family Health Services Division/Maternal and Child Health
Branch/ Healthy Start Program

Department/Division/Branch or Office

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s): Early Identification in civilian birthing hospitals for the Healthy Start Home Visiting program. Systematically identify and intervene early with prenatal women and families with newborns, and/or children under three (3) years of age who are at-risk for child maltreatment, with the intent of reducing the occurrence or reoccurrence of maltreatment among the families receiving services. Contacting and offering free home visiting services to all mothers/families within home visiting program's geographic service area. Of those who express an interest in the home visiting service, screen and assess families utilizing an MCHB approved tool for eligibility for program services. Refer these eligible families to the appropriate home visiting service according to the geographic service area. Refer ineligible families to other community services as appropriate.	
2. Provider Name and Address:	YWCA of Hawaii Island 145 Ululani Street Hilo, Hawaii 96720-2947 Catholic Charities Hawaii Clarence T.C. Ching Campus 1822 Keeaumoku Street Honolulu, Hawaii 96822
3. Total Contract Funds:	\$200,000
Contract Funds per Year (if applicable):	\$0
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	Start: 2/1/11 End: 6/30/11
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State: The Governor released \$1.5M Rainy Day funds for the Healthy Start Program, of which \$1.3M is allocated for existing contracts for home visiting services. If approved, the remaining \$200,000 will fund the reinstatement of the Early Identification (EID) component of the Healthy Start program which was terminated in 2008 due to budget restrictions. Prior to the release of the Rainy Day funds, the DOH home visiting programs received referrals from the Department of Human Services through a Memorandum of Agreement (MOA) as the program was funded through TANF. When the MOA ended in June, 2010 the programs revised the referral process to increase enrollment. EID reinstatement should be expedited to support the home visiting component with case finding support. With the release of the Rainy Day funds, there is a need to expend these funds before July 1, 2011.	

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7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:</p> <p>MCHB issued an RFP (HTH-560-CT-002) for EID services in September, 2008. YWCA and Catholic Charities submitted proposals and were selected and notified on January 6, 2009. During the contract negotiation period, the program experienced incremental budget restrictions. The RFP was eventually cancelled following the budget restrictions (5/26/09) which closed the program except for 2 sites. Although contracts were never executed because of the subsequent budget restrictions, both agencies have retained employees who are currently trained and possess the skills and credentials to administer the screening and assessment tools for early identification in a hospital setting.</p> <p>MCHB selected these providers because they were selected following a competitive procurement process - even though contracts were not executed. The scope of services remain the same, although the funding source is significantly decreased from the RFP. Because of the time constraints associated with the Rainy Day funds, and the providers' resources in regard to the trained employees they have retained, these providers are the best option available to provide these services.</p>	
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement:</p> <p>This request for an exemption is for the remainder of the current fiscal year. MCHB intends to procure EID services for the next fiscal year through an RFP with funds from the Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program grant. The exempted procurement would allow EID to support and provide referrals for the existing home visiting services, until the RFP with ACA funding is completed.</p>	
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <p>Helene Kaiwi, Supervisor, FCSS, MCHB Cindy Hirai, Program Head</p>	
10.	<p>Direct questions to (name & position):</p> <p>Phone number:</p> <p>e-mail address:</p>	<p>Cindy Hirai, Program Head</p> <p>808-733-9042</p> <p>cindy.hirai@doh.hawaii.gov</p>

I certify that the information provided above is to the best of my knowledge true and correct.

 <i>Department Head Signature</i>	11/12/11 <i>Date</i>
Keith Ridley, Acting Director of Health <i>Typed Name</i>	

NOTICE

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

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Chief Procurement Officer's Comments:

This request identifies Ms. Cindy Hirai and Ms. Helene Kaiwi as participants in this procurement. No written delegated procurement authority is required for a Request for Exemption from Chapter 103F, HRS. Ms. Hirai has completed the required mandatory training for exempt procurements, however, Ms. Kaiwi has not. As a reminder, Ms. Kaiwi shall not participate in procurement activities until the requirements of Procurement Delegation No. 2010-01 and Procurement Circular No. 2010-05, as appropriate, have been met. This award is required to be posted on the Awards Reporting System.

☒ **APPROVED** ☐ **DISAPPROVED** ☐ **NO ACTION**



Chief Procurement Officer Signature

2/2/2011
Date

Please ensure adherence to applicable administrative requirements.